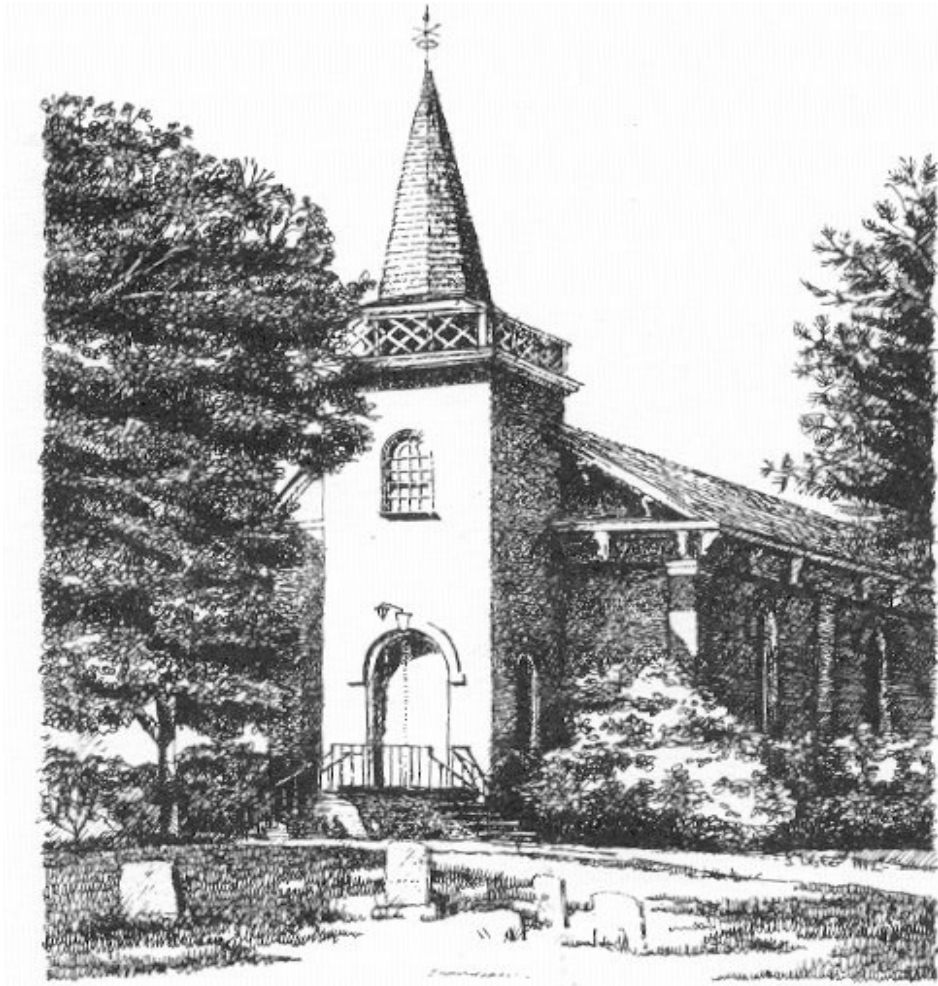


Wedding Information Booklet



Lower Brandywine Presbyterian Church
101 Old Kennett Road ~ Wilmington, Delaware 19807
(302) 658-2326 phone (302) 658-1861 fax
www.lowerbrandywine.org (E-mail: lbpc@comcast.net)

A CHRISTIAN WEDDING

A Christian Wedding is inherently a service of public worship by the congregation of God's people. Bride and groom, each individually dedicated to the service of God, by this act dedicate to God their union and their life together. This is not a private ceremony, as if the Christian life could be lived in isolation. It involves the worship and dedication of the church couple at each step of their lives as the occasion may require. God's covenant people; the household of God, has an essential concern of love for the formation of a new household unit within its ranks.

In concern for your welfare and happiness the Church teaches the sanctity of marriage. Civil marriage is a secular contract which merely satisfies the law of the state. Christian marriage is an enduring relationship between two people and God, to be lived with the help of God and within the nurturing fellowship of the Church. In our mobile society, this ideal of continuing nurture within your home church is not always possible. However, in coming to the Church for your wedding, you indicate your desire to worship and to ask God's blessing. We earnestly urge you to seek the continued blessing of God upon your married life, finding the spiritual strength and resources within the fellowship of a congregation where you will live.

To help you insure the dignity which you desire in so important a service of worship, the Session of this church has established the following requirements. We solicit your support and cooperation.

- 1. The Lower Brandywine pastor shall have sole direction of the marriage service and be responsible for carrying out the rules and procedures as set forth by the Lower Brandywine Session in regard to weddings in the church.*
- 2. Before giving approval to a wedding ceremony the church requires that the pastor participate with the betrothed in instruction and discussion of the privileges and obligations they will assume in Christian marriage. The church bears responsibility for providing education and counsel in preparation for marriage. The frequency and length of this instruction will be at the discretion of the presiding pastor.*
- 3. A guest pastor is permissible as long as s/he meets with the Lower Brandywine pastor prior to the ceremony. At this meeting, the rules of the church will be explained and the wedding ceremony will be approved by the Lower Brandywine pastor.*
- 4. There will be only one wedding each weekend day.*
- 5. Since your church wedding is a service of worship it is appropriate for you to arrange for your family and friends to join in worship, not as observers but as active participants, praising the Creator who has given marriage for the happiness of humanity and has bound us to one another in love. This may be done through the congregational singing of hymns, unison prayers, group reading of the Holy Scripture or other elements of corporate worship.*
- 6. The organist of this church shall play for the service. Another organist may be engaged if approval of our organist is obtained.*
- 7. The pastor and organist must be consulted in advance with respect to musical selections. Only selections of religious character in keeping with a church service are suitable. Arrangements must be made for a rehearsal time which will not conflict with a regularly scheduled church activity.*
- 8. None of the chancel furniture may be moved for the ceremony nor may anything be placed upon or removed from the communion table. The brass vases may be used for appropriate flowers. Other floral decorations should conform to the decor of the sanctuary. Flowers or other decorations must not be taped to walls, pews or other furniture. There are 24 pews in the Sanctuary. Please notify the secretary if you plan to leave flowers for use on Sunday morning.*
- 9. No photographs (with flash) may be taken in the sanctuary during any part of the marriage service. Video taping of weddings and services will be permitted from the balcony only without narration.*

10. *Please ask your friends and guests not to throw rice, birdseed or confetti either inside or outside the church.*
11. *Wedding receptions may be held in the social hall upon approval of the worship committee. However, the facilities are limited and detailed arrangements must be made with the property committee.*
12. *No alcoholic beverages are allowed in the church or on the church grounds.*
13. *It is the responsibility of those planning the wedding to return the church building to the proper order and to abide by the rules for building use as they apply. The maximum seating capacity of the sanctuary is 250 people.*
14. *Fees will be in accordance with the fee schedule enclosed.*

***Kindly complete the Wedding Application enclosed and return to Lower Brandywine
Presbyterian Church in order to proceed with your wedding plans.***

Lower Brandywine Presbyterian Church

Wedding Fee Schedule

Approved by Session 9/28/2009

CURRENT FEE SCHEDULE	MEMBER	NON-MEMBER	Check made payable to:
Sanctuary Use	\$0	\$300	LBPC
Organist (Donna Beech) <u>Beechmartin@msn.com</u>	\$150	\$200	Donna Beech
Pastor (Rev. David E. Lovelace) <u>Revdel@comcast.net</u>	\$0	\$300	Rev. David Lovelace
Pastor (Rev. Emma M. Horn) <u>emma.m.horn@gmail.com</u>	\$0	\$300	Rev. Emma Horn
Wedding Consultant (Cindy Vander Laan cell:610-299-8119) <u>Vdlaan@comcast.net</u>	\$100	\$100	Cindy Vander Laan
<i>Wedding Consultants are available as follows: Rehearsal: one hour prior to the rehearsal</i>			
<i>Weddings: one hour and a half prior to the wedding (Consultants may be available for contract outside of extended times for an additional hourly fee.)</i>			
Administration and supply	\$50	\$50	LBPC
TOTAL	\$350	\$1075	
Less Deposit due upon Session Approval	\$100	\$100	
<i>(Member deposits will be issued to the Wedding consultant at time of wedding.)</i>			

BALANCE	\$250	\$975
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OPTIONAL SERVICES:

Wedding Bulletin Printing <i>(You will be required to write separate checks for the items listed above LBPC items with asterisk may be combined on one check.)</i>	\$ 50	\$ 50	LBPC
Sound Set-up Person (Phil Calabrese) <u>philip.calabrese@gmail.com</u>	\$150	\$150	Phil Calabrese

- *The member fee schedule applies only to those who are members of the church at the time of submission of the application for a wedding at LBPC.*
- *All fees are to be paid in the church office on the Monday preceding the wedding.*
- *Failure to file a deposit will cause us to be unable to guarantee your date. Please bring your marriage license when you bring in your fee checks, in order that the forms may be completed prior to the wedding rehearsal.*

* A minimum deposit of \$100 is due upon the approval by the Session and the Pastor to perform the wedding.
Written notification will be sent to the couple stating approval by Session and requesting deposit.

If it becomes necessary for Lower Brandywine to withdraw consent to perform the marriage, the deposit will be returned in full. The couple to be married may cancel their wedding upon written notice received by the church no later than thirty (30) days prior to the rehearsal date. Upon receipt of such notice the church will return all deposit money, less the Administration fee of \$40. If notification is received less than the required thirty days, the minimum deposit fee of \$100 will be retained by the church. All costs are subject to reasonable changes and you will be notified as soon as possible if a change occurs.

Wedding Application

Lower Brandywine Presbyterian Church

101 Old Kennett Road
Wilmington, Delaware 19807



Application Date: _____

Permission is hereby requested to use the facilities of Lower Brandywine Presbyterian Church for a wedding. If available, we agree to abide by the rules both general and specific for use of the building. Please include names and addresses for both bride and groom. Provide home and work phone numbers if possible. Any changes to submitted dates must be submitted in writing to the church office.

Name (Bride) _____

Address: _____

Phone Number(s): _____
Home Work

E-mail address(es): _____
Bride Groom

Name (Groom) _____

Address: _____

Phone Number(s): _____
Home Work

Appx. Number of guests: _____

Appx. Number of attendants: _____
Maximum seating capacity is 220 people

Date and time requested for ceremony: _____
Day Date (XX/XX/XXXX) TIME

Date and time requested for rehearsal: _____
Day Date (XX/XX/XXXX) TIME

Are you requesting Lower Brandywine's Pastor to perform the wedding? YES NO

If not, who will perform the service? _____

Will you be using Lower Brandywine's Organist for your service? YES NO

If not, who will be playing for your service? _____
(organist must be approved in advance by our organist).

Would you like to leave the wedding flowers for Sunday Worship and have them dedicated in honor of your marriage? YES NO

Other information: _____

Applications may be sent via US Mail to: LBPC 101 Old Kennett Rd., Wilmington DE 19807 or Faxed to 302-658-1861

Questions? E-mail the office at lbpc@comcast.net

Visit our website at www.lowerbrandywine.org for additional wedding information.

LBPC OFFICE INFORMATION: Approved by Session _____
Wedding Bulletins YES NO

Approval Letter Sent _____
DATE